



**DEPARTMENT OF CORRECTIONS
YOUTH COMMUNITY CORRECTIONS BUREAU
POLICY**

Policy No.: YCC 1.6.1	Subject: RESEARCH AND EVALUATION
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Section 6: Information Systems and Research	Revision Date: 11-23-07, 10-10-08
Applicable ACA Standards: 2-7074, 2-7076, 2-7079, 2-7080, 2-7081, 2-7083, 3-JCRF-1F-08	
Signature: /s/ Karen Duncan	Effective Date: 11-06-06
Signature: /s/ Steve Gibson	

I. POLICY:

It is the policy of the Youth Community Corrections (YCC) bureau to ensure that all program design, planning, development, management and evaluation activities incorporate generally accepted research principles and information, as well as reference to generally accepted correctional publications and pertinent state, regional, and national corrections data. The bureau will obtain access to and use an organized system of information retrieval and review that is part of an overall research capacity. The bureau supports and engages in internal research relevant to its programs, as well as research conducted by outside professionals. The bureau will collaborate with other justice systems and human service agencies in information gathering, exchange, and standardization. This policy will be reviewed annually and updated as needed.

II. APPLICABILITY:

All YCC facilities and programs

III. DEFINITIONS:

None

IV. BUREAU DIRECTIVES:

- A. Consistent and accurate collection of specifically defined information and data elements is to be an integral part of all bureau programs. The YCC bureau chief and designated staff will participate with the researcher in deciding what questions should be addressed, what data should be gathered, and how that data should be presented.
- B. All research results are made available to the youth services division administrator, the YCC bureau chief, and the youth transition centers director, if necessary, for review and comment prior to publication or dissemination.
- C. Proposed policy and program changes will incorporate references to relevant corrections literature as well as to available state, regional and national corrections data.
- D. All appropriate corrections program development activities will address definition of monitoring and evaluation criteria, practices and data elements.

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- E. Fiscal resources to support program monitoring and evaluation activities will be included within the budgets of all appropriate corrections programs.
- F. The YCC bureau will use demonstration programs to determine how changes will impact public safety and agency operations.

V. CLOSING:

Questions concerning this policy should be directed to the youth community corrections bureau chief.

VI. REFERENCES:

<u>53-1-201, MCA</u>	<u>Purpose of the Department of Corrections</u>
<u>53-1-203, MCA</u>	<u>Duties of the Department of Corrections</u>
<u>DOC 1.1.3</u>	<u>Organization and Responsibility</u>

VII. ATTACHMENTS:

None